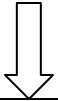


Next Steps in the PEP Process

Initial PEP Letter sent home
via Email or US Mail



Write DRAFT PEP for
conferences between now and
March 28th.
DO NOT mail home.

Only 1
PEP

Mr. Drucker will
email this list by
3/28 to all staff.

2 or more
PEPs

If after 3 failed attempts
to contact parents alert
Mr. Drucker.
DO NOT mail PEP
home.

If phone conference,
mail copy of PEP home
for parents to return to
you with signature.

Set up individual PEP
conference with Parent
in person or over
phone.
Signatures Required.

Mr. Drucker sets up conference.
Meet with parents and other
teachers on that date. Use PEP
Conference Agenda to guide
meetings. Bring DRAFT PEP.
Signatures Required.

Monitor for remainder
of semester

Interventions not
working after 21 days

Refer to
Intervention
Team